

FREE STATE REGION SERVICE MEETING

November 10, 2018

Meeting Came to Order: 10:04 am

12 Traditions (Charvette) and 12 concepts (Randy) were read

Introduction of New RCMs: Arielle, Bay;

Approval of Previous Minutes: AS contacted by PR Chair after meeting to add a few items to minutes. One chart will be added to the minutes this month (Website transition plan). Will pass this around for review. Shawn B (EotB)/Charvette Approved

Roll Call:

Executive Body:

Chair	✓	Vice-Chair	✓
Secretary	✓	Alt. Secretary	✓
Regional Delegate	Exc	Regional Delegate Alt	✓
Treasurer	✓	Vice-treasurer	✓
Policy Facilitator	Vac		

Areas:

Baltimore	RCM	✓	RCM 2	✓
Bay	RCM	✓	RCM 2	Vac
Delmarva	RCM	✓	RCM 2	Vac
East of the Bay	RCM	✓	RCM 2	A
Northeast Freedom	RCM	✓	RCM 2	✓
Northwest	RCM	✓	RCM 2	Vac
Ocean Gateway	RCM	A	RCM 2	A
Small Wonder	RCM	✓	RCM 2	A
Susquehanna	RCM	A	RCM 2	✓
Westside	RCM	✓	RCM 2	A

FREE STATE REGION SERVICE MEETING

November 10, 2018

BOARD REPORTS:

Chair Report: Asked that everybody signed in each and every month.

RCM reports: meant to be a bit more detailed, not just events. Comments, concerns, etc. should also be included. This is the Areas communications tool.

Flyers: please remember to bring a stack to Regional, then separate into 10 piles, one for each Area.

PR budget: motion 2: has a financial impact. Important to include this information if applicable. This is a policy change! 2 Motions need to be updated for this reason. VC suggested we table this motion for further clarification from the PR chair regarding his motion (Old business).

Chair wants to visit with OG (3rd Sunday @ 12:30pm), Delmarva (1st Thursday @ 7pm) and SW (3rd Sunday @ 4:30) to see what we can do to increase their presence at the Regional meetings.

Announce Regional concerns, open seats, etc. at the Area Service Meetings. We encourage everyone to visit and experience what we do each month.

Vice Chair Report: See report. Region can do more to increase unity within the Region.

Should encourage all Areas to put NA first in all we do.

3 Concerns: Motion 5 convention, AD hoc committee, policy update.

Secretary absence

Secretary Report: None

Alt Secretary Report: None

Treasurer Report: September, Paula took on a new job. She would have to disclose her position here. Needs to terminate check writing authority effective immediately. Asked to amend policy to remove her check writing authority due to her unique circumstances. Current policy is currently inaccurate. Suggest adding a term motion (not a change in policy) to replace treasurer with another trusted servant. Suggest RD, Chair, + trusted servant. Will look into possible policy motions at the on-month in December.

\$24,498.20 Opening balance

\$887.92 Total donations

\$871.90 Total expenses

\$24,514.22 Ending balance

\$1,500.00 Prudent Reserve

\$23,014.22 Total Regional ending balance

FREE STATE REGION SERVICE MEETING

November 10, 2018

Vice Treasurer Report: None

Regional Delegate Report: Excused absence. See report.

Duties for facilitator, secretary. Qualifications for the positions and responsibilities for zoom meetings.

Multi-zonal meeting Zonal meeting positions and duties defined as well as the election period.

Duties and responsibilities for the facilitator, and the secretary

FSR and C&P dual region workshop opportunity discussed.

Multizonal held in FSR is coming together. Glen Burnie (Ferndale). Ticketed event (after 8:30 Saturday evening) due to lack of space. Saturday morning and afternoon is the workshops and are open to everybody. Sunday is the actual meeting and is open to everybody. Request to distribute the agenda to RCM's as soon as it is finalized. Most of it is already in the flyer. Tickets will be disbursed today.

11/19: 7pm multi zonal zoom meeting

12/8 world zoom meeting

Regional Delegate Alternate Report: Went to Multizonal Service symposium. See report.

Hosted by 3 zones (Midwest, Plain States, Southern). Rocky Mountain absent.

- WSC progress (WSC 2018):
- Who participated and voted;
- New progress on 2018 Old business identified;
- 2018 Consensus Based Decision making defined;
- New rules for CAR discussion impact;
- 2018 New Business;
- Four new business topics discussed in breakouts;
- What's next;
- Where to go from here;
- Current WSC agenda accommodates;
- Proposed agenda;
- Conclusion;
- What happens after WSC.

See summaries in the RDA report on:

Drug Replacement Therapy and Medication Assisted Treatment as it Relates to NA (new IDT)

FIPT: Future intellectual property trust

FREE STATE REGION SERVICE MEETING

November 10, 2018

Policy Facilitator Report: Vacant

RCM Reports:

Baltimore: None

Bay: None

Delmarva: None

East of the Bay: None

North East Freedom: None

Northwest: None

Ocean Gateway: None

Small Wonder: None

Susquehanna: None

West Side: None

Motions:

Motion 1: To approve new internal guidelines for the PR subcommittee. They have been reviewed and approved by each Area's PR Subcommittee Chairperson.

Maker: PR Chairperson, Second: RCM Northwest Area

Intent: To provide current internal guidelines

Financial impact: None

Date: 10/13/2018

Policy motion? Yes

Motion passed 8/0/0

Motion 2: To allocate \$200 to the Public Relations subcommittee budget.

Maker: PR Chairperson, Second: RCM Northwest Area

Intent: To have the ability and resources to purchase PR materials for presentations.

Financial impact: None {should be \$200}

Date: 10/13/2018

Policy motion? No

Motion passed 8/0/0

Motion 3: For the Region to host and fund the Autonomy Zonal Forum once every 3 years.

Maker: RD, Second: RCM Northwest Area

FREE STATE REGION SERVICE MEETING

November 10, 2018

Intent: To provide time and funds for the Region to participate in the Zonal Forum in rotation with the other Regions.

Financial impact: To be determined, up to \$1,500.00

Date: 10/13/2018

Policy motion? Yes

Motion passed

Motion 4: RCM's to ask Areas to ask Home Groups if they want to continue FSRCNA.

Maker: RCM NEFA, Second: RCM Northwest Area

Intent: To find out if our efforts are in service of the conscience of our Region.

Financial impact: None

Date: 10/13/2018

Policy motion? No

Motion Out of Order

Motion 5: To Discontinue the Free State Regional Convention.

Maker: RCM NEFA, Second: RCM Susquehanna

Intent: Due to lack of support.

Financial impact: ?

Date: 10/13/2018

Tabled until 12/2018.

Old Business:

Budget Ad-Hoc Committee:

Meeting after off month. Sent out 2 years' worth of expenses and donations. Provided sample of a budget process. Includes informational material along with the numerical structure. Past treasurer did a calendar year. Now start budget consistent with the start of our terms in office. Last page: items in policy. Defined a "prudent reserve".

Policy Ad-Hoc Committee:

See report: Subcommittee duties: written by policy chair. Looking for approval by RCM's. lack of cooperation from actual subcommittees required ad-hoc to write its own. Subcommittees will approve final versions.

Secretary: revised section due to need to create copies.

Need more participation from regional body with the policy revisions.

Web administrator now a part of public relations. PR policy and procedures revised and will replace previous section. We need a copy of Convention committee's current policy and

FREE STATE REGION SERVICE MEETING

November 10, 2018

procedures for our guidelines. H&I Policy: working off of an old NEFA policy. We have a world handbook but not a regional version. Current version from 2002. Needs to be updated. Chair will email current policy to secretary to retype and update. Literature has old dates like H&I. Chair will sit with subcommittees next month to go over existing policy and emphasize the need for an update.

Motion 5: Discontinue FSR Convention due to lack of support. This will be opened during the December meeting under Old Business.

New Business:

Extended meeting until 12:15 to continue the discussion surrounding motion 5.

Meeting Adjourned: 12:10 pm

Respectfully Submitted,

April H.

April H., Secretary

Free State Regional Sing-in Sheet

Date: November 10, 2018

NAME	POSITION	PHONE	EMAIL	EXCLUDE IN MINUTES?
April H	Sec	443 500 6273	aprhoklund@gmail.com	
Kellie B.	Alt Sec	443 889 0806	kelliechristineb@yahoo.com	
Arielle F.	RCM 1	240 444 6202	afelc1990@gmail.com	
Charvette B.	RCM 2	443-929-0467	charvette3@yahoo.com	
GREG B.	RCM	443-482-7979	gregorybrown46@yahoo.com	
Sean B	RCM 1	410-725-9296	FASTEDDIEVENISE@GMAIL.COM	
CHARLES D	RCM 1	302 254 2198	fmate007@comcast.net	
MIKE H	RCM 1	443-454-0309	myke.hendonjr@gmail.com	
Renée D	RCM 2	443-904-4852	Renée.Obborn78@gmail.com	
Loree A	Vice-Chair	410-402-4443	larrismitra3@gmail.com	
PAUL M	RCM II - Susy.	443-250-6012	wstdpmskris@gmail.com	
John P	RCM NWA	410 215 2228	john.purcell.3rd@gmail.com	
PAUL T. Treasurer		410-725-7241	plturner03@yahoo.com	
Les M	RCM-1	215 783 6798	lcm46@yahoo.net	
Christina B.	RCM 4	443-633-4373	sternchristina@yahoo.com	
Stacey H.	RCM - NEFA	410-409-4837	staceyredford3105@ yahvo.com	

Regional Chair Report

Off-month 11/8/18

Hello Free State Region,

I am glad all went well last month. I thought about you while I was in Mexico!

Here are my thoughts, ideas & work for this month as your Regional Chair:

- 1) **Policy revision:** see separate report

- 2) **Sign in sheets:** We encourage EVERYONE to sign the Sign In Sheet. I am only seeing RCMs on it & when I needed to reference the Subcommittees they were not on it.
Friendly reminder.

- 3) **RCM Reports:** These are meant to give info to the Region about your Area, not just your events, which is up to your Special Events. This form was intended to be for ideas, concerns, or things that your Area is experiencing that is important to the Region as a whole. I am only seeing events on these, so please use it as a communication tool.

- 4) **FLYERS:** Please remember to bring your Area flyers (or encourage your Special Events to bring) for your events with you several months in advance. Each event must be approved before it gets added to our calendar. Physical copies are still the most valuable way to get the word out to other Areas.

- 5) **MOTION #2** from last month (for PR for \$200 budget): Please ok that we mark the MOTION form that it does have a financial impact: \$200.

- 6) **MOTION #4** from last month to table (concerning Convention): Please ok that we mark the MOTION form as "*Tabled Until _____*". (I assume you wanted to put 11/10/18).
- 7) **Area Visits**: Please let me know if your Area has expressed a need for Regional presence. It is my intent to start with Delmarva & Ocean Gateway, whom we see but are the furthest away. Also, let us know if there are specific reasons or special needs where the Region may have some experience that the Area may need help with.
- 8) **ANNOUNCE**: Please be sure & announce Regional concerns, open seats or events at your regular meetings. I have even encouraged people to come with me to Regional meetings to sit in & listen.

In Service,

Helene Q

Regional Chair / 410-917-0628



Vice Chairperson for FreeState Region of NA Report 11/18

Good morning to all of the RCM's, RD/RDA, and attending NA members.

We covered a lot of items during our On Month Regional meeting and I pray that everyone has taken the opportunity to review them prior to coming today. There were some motions submitted and passed by you the RCMs and it was a very productive meeting.

Today being the Off Month Regional Meeting we are here to discuss issues that were raised from our October meeting and needs more time for discussion.

Today, I humbly ask for your assistance in conducting the business issues for this Regional meeting. I am sure that we can take care of all needed business today with your help and working together.

We have three item on today agenda to discuss. ***(Please note that I have been made aware that the order of business/discussion will be changed by request)***

1. Motion 5 concerning the FSRCNA and the future of it.
2. The Adhoc committee, financial budget, and money that is being held by the Regional RCMs
3. Policy update

I would like to remind all attending that should the meeting become unruly or bogged down, only the RCMs will be recognized to speak on the floor.

Also, due to the importance of the issues, if needed I will ask the RCMs would they like to extend the meeting by consensus.

We need to make sure that we follow our traditions and concepts to give and receive respect to everyone.

Please remember that the challenges are not just in our home groups, Areas, or Region, but the world. We need to work together to make a difference and have an impact. The lie is dead! We are no longer a part of the problem, but a part of the solution! Let continue to work together to make it a reality!

In humbly service,

Larry A. Vice-Chairperson FSRNA
(410) 402-4443

Freestate Regional Service Committee
Treasurer's Report

11/10/18

Regional Prudent Reserve: \$ 2,650.00
Phoneline Prudent Reserve: \$ 850.00
Total Prudent Reserve: \$ 3,500.00

AREA	DONATIONS	PHONELINE	TOTAL
Baltimore	\$100.00	\$65.00	\$165.00
Bay			\$0.00
Delmarva			\$0.00
East of the Bay	\$301.92	\$17.00	\$318.92
N.E. Freedom			\$0.00
Northwest		\$34.00	\$34.00
Ocean Gateway			\$0.00
Small Wonder	\$111.00	\$204.00 (12 months paid)	\$315.00
Susquehanna			\$0.00
Westside		\$55.00	\$55.00
Other Additions Subtractions			\$0.00
Total	\$512.92	\$375.00	\$887.92

Total Donations

DATE	CHECK #	PAYEE	DESCRIPTION	AMOUNT
	Debit	One Box	800 Line-auto debit for Nov.	\$316.42
11/10/18	2281	FSRSC	November Rent - Donation	\$350.00
11/10/18	2279	Christian B	per diem & transportation	\$162.67
11/10/18	2280	Helene Q	copies	\$17.81
	2282	Wayne M	tickets	25.00

Total Expenses ~~\$846.90~~
871.90

Beginning Balance: \$24,498.20
Area Donations + \$887.92
Total \$25,386.12
Total Expenses - -\$846.90
Balance \$24,539.22

RDA Reserve Beginning Balance \$1,500.00

RDA Reserve Ending Balance (of \$1,500) \$1,500.00

Total Regional Ending Balance **\$23,039.22**

Under Prudent Reserve \$0.00

Total Checking Balance = Regional Balance + RDA Reserve Balance **\$24,539.22**

Paulat.
freestateregionaltreasurer@gmail.com

\$ 24514.22



Regional Delegate Report November 2018

Regional Delegate: Trisha C
Regional Delegate Alternate: Christian B

Date: November 10, 2018

I apologize for not being there today, I am at the TUNACON convention in Myrtle Beach.

We the workgroup have met several times to create proposed guidelines, duration time, qualifications and questions for potential candidates. What we have come up with so far and will present this at the zoom web meeting next week is as follows:

Duties and Responsibilities for **Facilitator:**

Qualifications:

- 8 years continuous clean time
- Previous service experience in NA at the area, region and/or zonal level
- Experience and ability to facilitate a meeting
- Knowledge of webinar technology and the ability to conduct electronic meetings
- Position is a 2 year term coinciding with the cycle, with a maximum of 2 consecutive terms

Responsibilities:

- Is the single point of accountability and primary contact for the Autonomy Zone
- Facilitate all meetings of the AZF
- Set the agenda in writing and make it available to all participants one month before the AZF meeting
- The Zonal facilitator will request participation from NAWS as needed
- Ensures a project leader for any projects is agreed on and selected by delegates

Secretary:

Qualifications:

- 8 years continuous clean time
- Previous service experience as a secretary and a treasurer of a committee or subcommittee in NA at the area, regional or zonal level
- Access to internet email and skilled with operating MS word
- Position is a 2 year term coinciding with the cycle, with a maximum of 2 consecutive terms

Responsibilities:

- Will record accurate minutes using the template provided
- Will provide an accurate summary of the discussions of the meetings as well as the final outcomes of such
- Will include all written submissions to the meeting such as reports, pros and cons, proposals
- Will maintain and update the AZF contact list
- Distribution of the minutes requires the secretary to:
 - a) Send to every person on our contact list an electronic version of the minutes within 2 weeks following the meeting
 - b) If requested will mail hard copy to anyone who provides a self addressed envelope
- Will send approved copy of minutes to NAWS (FSTeam@na.org) within 2 weeks
- Will send approved copy of minutes to the web servant for posting on the webpage and for archival purposes within 2 weeks
- Maintain and update the AZF guidelines

Elections:

- Nominations will be accepted between July 1 and November 30 in the off conference year
- Elections will be held in the January AZF meeting within the off conference year

This 1st cycle will be 1 ½ years to get us on the correct time cycle.

I attended the Multi Zonal Symposium last weekend in Omaha. Thank you all so much for sending me! There were workgroups throughout the day both on Friday and Saturday. Friday morning was a presentation to professionals, there was a brief history about NA so that the guests could get a better understanding of who we are. Some of the things discussed were; the primary vehicle (meetings), NA lingo, customs and cultures, diversity,

cooperating with professionals and na as adjunct to treatment. Then the pr committee presented a mock meeting to put the guests inside of an actual meeting. This way they can see just how welcoming and helpful na is.

In the afternoon I attended the "Planning a Public Relations presentation" workgroup. There was good information given. In order to achieve our spiritual aim, na must be known and respected! PI allows na to be introduced into the communities. We learned about the Who, What, Why and How:

- Who: audience, workgroups, experience, who else
- What: to say, are barriers, time frame, resources, budget
- Why: is presentation needed, new opportunity, necessary to address
- How: to begin, to prepare (workgroup, gather resources), to bring it all together,

Talking Points:

How do we train our members for this? What info/topics are most important to present? What resources are already available? Mock presentations posted on line, attend other region/zone PR meetings, PR handbook, reaching out magazine for incarcerated addicts, round table put magnets all around (na.org & phone #).

Darla (C&P Region RD) and I have begin discussion about having a duel region workgroup somewhere between the two regions. Laurel, Bowie, Millersville, Crofton? We did a Spiritual Principle a day workgroup and got some good ideas. Or we could workgroup any of the IDT. This would be maybe some time in the late spring.

The Autonomy Zonal event that Freestate is hosting is starting to come together. The venue will be the Ferndale United Methodist Church for both Saturday and Sunday. The address is 117 Ferndale Rd. Glen Burnie MD, 21060. We are having someone from each region put on a workshop. On Saturday we will have workshops all day from 11am – 8pm and entertainment at 8:30pm. The entertainment is a ticketed free event because the venue only holds 200 people so we split the tickets up accordingly: 15 tickets for each area (150) and 10 tickets for each of the other regions attending (50). On Sunday we will have our bi-annual zonal business meeting. Please give the flyers out at your area service meeting.

Upcoming events:

Nov. 19th at 7pm. If you would like to listen in please text me your email address so I can add you onto the link. 443-517-9338.

Dec. 8th at 2pm. WB zoom meeting. (same day as regional)

Financial Expense: At the MZSS Darla and I shared a room so I have a check from her made out to the Freestate Region for her half of the room. I will bring it next month. \$166.

Thank you for allowing me to serve

Trisha C.

RDA REPORT NOVEMBER 2018

MZSSNA III

COURTYARD MARRIOTT BELLVUE NEBRASKA

NOVEMBER 2ND THRU THE 4TH

HOSTED BY THREE ZONES

1. MIDWEST ZONAL FORUM
2. PLAINS STATES ZONAL FORUM
3. SOUTHERN ZONAL FORUM

SEVEN OF EIGHT ZONES IN ATTENDANCE

1. ROCKY MOUNTIAN ZONAL FORUM NOT PRESENT

WSC PROGRESS

WSC 2018

Who participated

- 118 seated regions
 1. 114 RDs
 2. Iran joined through a remote hook up due to visa issues
 3. 89 RDAs (funded by Regions)
- 5 zonal representatives (non-voting, funded by zones)
- 13 WB members

Who voted

- 114 regions
- 13 World Board members

2018 OLD BUSINESS

NEW PROGRESS

- New rules & tolls that have been evolving over the years
- Approve remote participation for partners unable to attend due to visa issues
- All decisions, excluding elections, require a two thirds majority to be adopted
- Eliminate formal CAR business and rename the session CAR discussion and decision
- CO-FACILITORS ROLE
- Co-facilitors read motion without further reading from either the maker or the World Board
- Co-facilitors create and manage the queue from the speaking pool
 1. Priority: those who have not already spoken in the session
 2. Goal: hearing a world-wide perspective
 3. Time: each participant may speak for only 2 minutes

2018 CONSENSUS BASED DECISION MAKING

- Consensus = 80%
- If a motion has consensus in the first straw poll, the Conference will have the option to discuss and decide on the motion without any changes (amendments)
- If a motion has consensus in the first straw poll two participants in the minority are given the opportunity to speak. A second straw poll is taken and if consensus remains, it is considered a final vote
- If a motion does not have consensus, participants may enter the speaking pool

NEW RULES FOR CAR DISCUSSION: IMPACT

- These rules and tools, adopted by the conference along with the electronic voting, eased the CAR discussion and decisions sessions
 1. A couple of CAR motions took just 2 minutes

RDA REPORT NOVEMBER 2018

- These sessions ended on scheduled, freeing up the conference to have more time for other discussions with fully rested participants
- What had been 24 hours of discussion, spread out over 2 days at WSC 2016 was done in 12 hours over 2 days at WSC 2018

2018 NEW BUSINESS

- Participants may submit proposals or topics discussion via a Proposal form
- Participants prioritized the proposals
- Top prioritize proposals were discussed in small groups
- All proposals submitted but not discussed are included as an addendum to the WSC minutes
- This was a new process that may continue to evolve

FOUR NEW BUSINESS TOPICS DISCUSSED IN BREAKOUTS

- Update service material. What do you want to see in a local service guide
- NA.org site: we welcome any ideas and suggestions
- NA Virtual Group & Service Guide: what help do you need? What do you want to see in a virtual group and or service guide
- Financial: what would you like to see in our financial reporting?

WHAT'S NEXT

- The WSC has really streamlined the process of CAR and CAT discussion and decision-making
- This leaves room for the WSC toward using its time to begin the discussion of the proposals and ideas that, when developed, may form much of the content of the next CAR
- The challenge is to find ways to continue discussions, clarifications, adjustment, solidification of ideas and consensus building that can be sufficiently refined during the conference cycle
- This is an opportunity to further discuss and refine some ideas for a more productive WSC

WHERE TO GO FROM HERE

- Topics could have benefitted from additional rounds of discussion, where the second-round topic would incorporate refinements made in the first round and put in a better form
- Only four topics were discussed, but there was interest in discussing many more
- Was there any follow-up
 1. IDTs had already been decided
 2. There are no processes in place for building on the discussion after WSC

CURRENT WSC AGENDA ACCOMMODATES

- CAR discussion and decisions
- World Board and NAWS presentations
- CAT discussion and decisions
- Zonal forum meeting
- Elections
- New proposal prioritization and limited discussions

PROPOSED AGENDA

- Keep everything, but expanded new proposal prioritization and discussion
- Identify, discuss and prioritize topics that will receive additional work during the WSC and 2 years beyond
- No final decisions in new business
Discussion and workshops in the fellowship after WSC could result in CAR motions to be voted on at the next WSC
- Start the brainstorming on new ideas early, and follow with several rounds of iteration in small and large groups

RDA REPORT NOVEMBER 2018

CONCLUSION

- End with topics or proposals to be worked on by the fellowship prior to release of the next CAR
- A CAR not created at the WSC, but some of the topics and proposal may end up in the next CAR
- This approach does not apply to new literature development, which does not change

WHAT HAPPENS AFTER WSC

- As soon as possible, a document with topics or proposals vetted by the WSC goes out to the fellowship for the further work and input
- The document will include instructions as to what needs to be done after WSC
- During the 2 year cycle, work on topics/proposals in Zonal Forums, service functions, webinars and other workshopping occasions

DRUG REPLACEMENT THERAPY (DRT) AND MEDICATION ASSISTED TREATMENT (MAT) AS IT RELATES TO NA (NEW IDT)

POTENTIAL OUTCOMES OF THIS IDT

- Increase understanding how NA members act toward addicts who are receiving DRT/MAT medications. This is not an outside issue
- Raise members awareness of Traditions 3, 10 & 12
- Reminder of unity and ties that bind us together

MOTION 9

- TO DIRECT THE World Board to create a project plan for consideration at WSC 2020 to create or revise one piece of recovery literature to directly address DRT & MAT as it relates to NA

BULLETIN 29

NA GROUPS AND MEDICATION

NA AND MEMBERS RECEIVING MEDICATION-ASSISTED TREATMENT

DISCUSSION 1

- Unity
- Focus on the 3rd Tradition

DISCUSSION 2

- Show love
- Make everyone feel welcome

DISCUSSION 3

- Show compassion
- Listening
- Share experience

BUILDING STRONG HOME GROUPS

DISCUSSIONS

- Many different Home Group formats
- Diversity of potential problems
- Variety of solutions
- Process of implementing solutions

COMMON HOME GROUP PRACTICES

- Safe positive environment of recovery
- Teaching principles to newcomers
- Self-support
- Good public relations
- Encouraging diversity
- Nurture all members

RDA REPORT NOVEMBER 2018

COMMON CHALLENGES

- Keeping and rotating trusted servants
- Keeping an atmosphere of recovery during whole meeting
- 7th Tradition collections and flow of funds
- Encouraging an NA message
- Appropriate size
- Length of time people share
- Meeting format
- Cliques that create an unwelcome vibe to visitors and newcomers

GROUP DISCUSSION No1

- What are common challenges faced by your Home Group
- Top 3 issues
 1. Phones
 2. Disruptive behavior
 3. Gossip
- Solutions
 1. Announcements
 2. Group member approach person
 3. Offering alternatives
 4. Group conscience

NAWS UPDATE

A VISION FOR NA SERVICE

All of the efforts of NA are inspired by the primary purpose of our groups.

Upon the common ground we stand committed

- Our vision is that one day:
 1. Every addict in the world has the chance to experience our message in his or her own language and culture and find the opportunity for a new way of life
 2. **Every member, inspired by the gift of recovery experiences spiritual growth and fulfillment through service**
 3. NA service bodies worldwide work together in a spirit of unity and cooperation to support the groups in carrying our message of recovery
 4. NA has a universal recognition and respect as a viable program of recovery
- Honest, trust and goodwill are the foundation of our service efforts, all of which rely upon the guidance of a loving Higher Power

BASIC TEXT QUOTE

- Everything that occurs in the course of NA service must be motivated by the desire to more successfully carry the message of recovery to the addict who still suffers

ATTRACTING MEMEBERS TO SERVICE SMALL DISCUSSION GROUP

- What would NA look like without service? Why is service such a significant part of the NA program?
- What are the benefits of doing service and how does it enhance our personal recovery?
- How can I help attract members and help them have the same positive experience I have had?

LARGE GROUP DISCUSSION

What changes can we make to our attitudes and practices to attract populations that are missing, such as younger members, to service

RDA REPORT NOVEMBER 2018

FIPT OPERATIONAL RULES PROJECT

www.na.org/fipt

LOOK AT THE FIPT OPERATIONAL RULES AND BULLETIN 1

- WSC 2018 created a moratorium on the current language for an inspection request thru WSC2020
- Build consensus around shared understanding of the way to modernize a document that has not been touched for many many years
- Look at the Use Policy (Bulletin 1) in the age of websites, internet use and the rise in online
- Work will be in the 2020 CAR

TRAINING AND TOOLS PROJECT

- Concise, accessible, relevant & adaptable
 1. Conventions and events best practices
 - ◆ www.na.org/conventions
 2. Local service toolbox
 - ◆ www.na.org/toolbox
- Groundbreaking use of technology
 1. Digital collaboration via web meeting, email and web forms
 - Pulling in as many members as possible
- Cost effective

CONVENTION AND EVENTS TOOLBOX

- Develop tools conventions and events tools
 1. Just finished a tool for a program
 2. Focus on this cycle:
 - ◆ Contract negotiation
 - ◆ Committee structure and accountability
 3. All interested members can sign up for email list to be notified and participate in web meetings and review and input of materials
 4. Approval process includes 90 day delegate review and input

LOCAL SERVICE TOOLBOX

- Develop tools for local services
- Focus this cycle:
 1. Serving rural isolated communities
 2. GSR tools
- All interested members can sign up for email list to be notified of and participants in web meetings and review and input materials
- Approval process includes 90 day delegate review and input

SOME NAWS SERVICE

- Literature production and distribution
- Translations oversight
- Public relations
- Request from members and the public
- Periodicals and apps
- Webinars & web meetings

GROWING

- Translations

RDA REPORT NOVEMBER 2018

- Public relations
- Fellowship Development

MEMBERSHIP SURVEY

- Every three years we survey members to demonstrate that a viable and respected recovery community resource
- Now online in English, French, German, Hungarian, Portuguese, Russian and Spanish www.na.org/survey
- Online until December 31 2018. Spread the word

WORLDWIDE FELLOWSHIP COST PER MEETING PER YEAR (EXCLUDING IRAN)

- \$105.66 Dollars needed to cover the cost of the Fellowship services from contributions per meeting world wide
- \$2.03 weekly
- Actual dollars received per meeting/group worldwide (without Iran) \$25.68
- \$.49 weekly

LITERATURE SALES BY CUSTOMER TYPE

- 2017 Fellowship sales 81% of total
 1. 32% Contact office \$2,660,595
 2. 23% Groups \$1,882,676
 3. 21% Areas \$1,766,311
 4. 3% Bulk Office \$265,864
 5. 1% Regions \$96,320
- 2017 Non-Fellowship Sales 19% of total
 1. 7% Resellers \$671,501
 2. 6% Treatment Centers \$514,732
 3. 2% Other Non-Fellowship \$161,922
 4. 2% Hospitals \$142,351
 5. 2% Book Stores \$123,462
 6. 1% Corrections \$61,238

4 ACTIVITY CATEGORIES

- Proposed expenses - percentages indicates the proportion of operational costs assigned to each area on 2017 actuals
 1. 38% Literature production & distribution
 2. 35% Fellowship development
 3. 22% WSC
 4. 5% Events
- Ref page 30 of the 2018 CAT report

WHAT CAN I DO?

- Help develop new service tools and/or review drafts
 1. Local Service Toolbox Project
 2. Convention and Events Toolbox
- Sign up for an e-sub www.na.org/subscribe
- Participate in a web meeting on a topic that interest you www.na.org/webinar
- Contribute: www.na.org/contribute

NAWS always appreciate your feedback and input: wb@na.org

ZONAL DISCUSSION

- What do we do well
 1. Practice CBDM

RDA REPORT NOVEMBER 2018

2. Self-supporting thru mainly Regional donations
 3. Mentorship workshop using zoom
 4. Public relations
 5. Fill in needs not being met
 6. Strategic plan for communication
 7. Come together to discuss issues and solutions
 8. Looking for things that affect multiple zones/what is common welfare
 9. Reduce number of zonal meetings. Meet more virtually
- What is next
 1. Vision for zones combing for symposiums
 2. Invite all U.S. zones to collaborate
 3. Web services are not being met
 4. Collaborations of resources
 5. U.S. Zoom
 - ◆ RDs & Zonal Delegates
 - ◆ Conversation and collaboration

IMPORTANT DATES IN 2019

April 1st Deadline to be recognized as a new Conference Participant for WSC 2020

August 1st Regional motions deadline

August 31st Regional motions ready for CAR

TBD Deadline for all candidate submission to the HRP

November 26th English CAR available

December 26th CAR translation

Thank you to everyone for being of service

Christian B

RDA

443-603-4373

sten_christian@yahoo.com

Ad-hoc Policy REVISION Update 2018

9/8/18, 10/13/18, 11/10/18

NOV UPDATE:

1) Subcommittee DUTIES:

11/10/18: Since I never heard from anyone I created my own short list of duties for each subcommittee, which I pulled from their own P&P duties. See separate sheet & please ok. I will put in with Policy once approved.

2) FINANCES:

a. **Secretary:** in current Policy, see highlighted areas about Secretary making copies. This was never updated & probably should be removed.

11/10/18: I've decided to change it to this: "Secretary has the authority to use the copy code for items copied at the Regional Service Center for Regional needs. Board members have the authority in Secretary's absence."
***** OK? *****

b. **Phone Line:** "QUESTION" about prudent reserves. This has not been resolved.

11/10/18: We are assuming there is no Phoneline "prudent reserve" however there will be a budget.

3) **WEB-Administrator Policy:** Current P&P is "DRAFT". Need approved copy.

11/10/18: I have reached out to Linda for the approved copy. If it's exactly the same as the DRAFT, I will just right "APPROVED" on it.

4) RCM's & BOARD (including TREASURER):

MOTION: I added this note in OCT's report. MOTION WAS FOUND

There is a motion from 4/13/13 concerning BANK ACCOUNT: "To amend policy to require the Treasurer, Vice Treasurer, RD & Chair to be authorized signers on Regional Bank Account". See copy.

This differs from current Policy:

Current Policy (under Finances pg. 12, Checking Account): "To establish 4 positions at the Regional level for signatures on the Regional checking account: Treasurer, Regional Chair, Regional Delegate, and Regional Delegate Alternate to begin in October 2004".

Current Policy also states that any motions later found that were not put into Policy will be automatically added & advised at the next Regional meeting by the Policy Chair. THIS MEANS: the 2013 motion supersedes current Policy.

11/10/18: 2013 motion will be put forth & corrected unless a new motion is given in DEC.

5) **RCM P&P info:** New/updated RCM P&P I submitted for approval a few months ago to be added to Policy.

11/10/18: Have you looked this over? It was on OCT's minutes. Add to Policy?

6) **FSRCNA** (the Convention) updated GUIDELINES (not by-laws) are not in the current Policy.

11/10/18: I sent a text to former Convention Chair, Cindy. She advised by-laws stay the same (it's the law of articles of incorporation) but the P&P's were changed. She will get back to me early next week.

7) H&I Policy: **11/10/18:** Please consider updating H&I Policy. We have not had one since 2002 & it's actually NEFA. I cannot find one for FSR. Each year we have asked for updates. Reference Policy on file 2006, which refers to H&I back to 2002. THAT'S IT. I have a copy in your books but I had written overtop the cover page, which bled onto the first page & I cannot find an original. BEST PRACTICES: UPDATE. I will get with Thom/Regional H&I Chair.

8) LITERATURE P&P: **11/10/18:** Current Literature P&P: Policy dates need to be updated. Please consider not putting dates at all in Subcommittee P&P's; otherwise they will have to be updated every time Policy is.

9) Special Events P&P: **11/10/18:** Please consider completely re-do'ing this P&P. It is completely out of date & for every item (there are 13), there is a duty & an "intent", as if it were a motion, which it is not. There is no reason to list all the "intents" for each topic. Irv (Special Events Chair at the time) wrote these many years ago & many of the duties are out of date. Please consider recreating.

(((NOTE: For any of the above that are NOT updated, I will still finish Policy by December, copies to come out in JAN 2019, but I will mark on the cover of that Subcommittee that these are out of date & some items may be considered "old" however do not negate the intent of the Policy & Procedures held therein.)))

OLD ITEMS FROM MY LAST REPORT (Already communicated): See on line only. No need to print & waste paper. Refer to October's notes for full report.

In Service,
Helene Quinn

Regional Chair and Ad-hoc Policy Revision Chair - 410-917-0628

POLICY Ad-Hoc

Subcommittee Descriptions: DRAFT

11/10/18

Hello all,

I have been asking for Subcommittee Descriptions since we revamped Policy back in 2017 but no one provided, so please I did my best in these summaries, taken from current Subcommittee P&Ps. OK?

H&I: (No current Policy on file with FSR). Description: To carry the message of NA to hospitals & institutions. Chairperson would be responsible for coordinating H&I meetings at on-month Regional meetings, communicating with Area H&I Chairpersons, following World H&I Handbook guidelines, as needed, coordinating with World Services, and any workshops necessary, as needed. The Chairperson attends and submits a written report at the RSC. See FSR Policy for further descriptions and job duties.

LIT: Provide a forum and atmosphere where members may contribute to the development and the creation of NA Literature, and be responsible for literature development as coordinated with World Literature projects. This committee helps promote the Regional Newsletter and Regional Schedule. Chairperson would be responsible for coordinating Literature meetings at on-month Regional meetings, communicating with Area Literature Chairpersons, following World Literature guidelines, as needed, coordinating with World Services, and any workshops necessary, as needed. The Chairperson attends and submits a written report at the RSC. See FSR Policy for further descriptions and job duties.

Phoneline: Attend monthly Phoneline meetings to communicate & disburse information to & from the phoneline members. Chairperson will coordinate business meetings, maintain phone system, & keep a database of all phoneline activities. Chairperson would be responsible for coordinating Phoneline meetings at on-month Regional meetings, communicating with Area Phoneline Chairpersons, following World Phoneline guidelines, as needed, coordinating with World Services, and any workshops necessary, as needed. The Chairperson attends and submits a written report at the RSC. See FSR Policy for further descriptions and job duties.

PR: Provides awareness and visibility of our NA program. PR Chairperson maintains communication between the public & NA, assists in the NA growth through learning days, workshops or presentations. Provides training, mentorship & experience, may provide an NA booth for presentations, both internally or externally to the public or NA individuals, partner with other subcommittees when necessary. The

Chairperson would be responsible for coordinating PR meetings at on-month Regional meetings, communicating with Area PR Chairpersons, following World PR guidelines, as needed, coordinating with World Services, and any workshops necessary, as needed. The Chairperson attends and submits a written report at the RSC. See FSR Policy for further descriptions and job duties.

Special Events: The Chairperson would be responsible for coordinating Special Event meetings at on-month Regional meetings, communicating with Area Special Events Chairpersons, following World Special Event guidelines, as needed, and coordinating with World Services. In the absence of an Area's Special Events Coordinator, Regional Special Events may assist to help coordinate an event affected by the Region itself (ie: Assemblies, learning days, etc). The Chairperson attends and submits a written report at the RSC. See FSR Policy for further descriptions and job duties.

Did I miss anything?

In Service,

Helene Q

Regional Ad-hoc Policy Revision Chair

410-917-0628

R C M Policy & Procedures

Suggested

The RCM (Regional Committee Member) is elected at the Area level, attends the Regional meeting every month, discusses business from Area, Region & World, and votes on any motions & carries this information back to Area Service in a written report. Then, if any concerns at Area, the RCM carries this back to Region. Basically, the RCM is the link between the Area & its home groups and the Region. Currently there are 10 Areas in the Free State Region.

Here are the basic procedures & suggestions. Some Areas vary & have their own Policy for their RCM.

Regional On months & Off months:

❖ On month: all even numbered months:

- This is the main Regional Service Committee (RSC) meeting: decisions are made & all sub-committees are present. All give reports.
- RCM attends the main meeting (currently from 11:30 am to 2:30 pm), on the 2nd Saturday of the month at the NA Regional Service Center, Warwick Ave, Baltimore, MD
- Subcommittees meet from 10-11:00 am, lunch from 11-11:30, main meeting from 11:30-2:30 pm
- RCM gives Area donation to Regional Treasurer & document your RCM report to Region of the amount & to your Area of the amount
- RCM submits the written RCM report to Region. Report goes on the RCM template (found on Regional website at www.fsrna.org) or hard copy at the RSC meeting. Best to have it ready prior to meeting. This would include:
 - RCM contact info, events, concerns, feed-back needed, donation amount, etc. It does not include individual info like a meeting that needs support or a particular position that is open. That is AREA business. If it affects ALL Areas, then report it. This report is merely info you need to share FROM Area to Region.
 - Number of Area meetings, H&I meetings, positions & names within the Area (Chair, VC, etc. & their names), Area address, RCM/RCM II contact info
 - EVENT flyers: Should come from the Area Special Events Committee (see Special Events for the number of flyers suggested to bring to Region). If Special Events cannot make it to Region that month, it is helpful if the RCM brings the copies. The Area having the event should then

separate the piles of copies into 10 (for 10 Areas) at Region so that each Area can take that flyer back to their Areas. Event flyers from other Areas should be copied & brought back to our Area, enough for each GSR to take back to their HG. (Also see below)

- Subcommittees: Each Area's subcommittees (Special Events, PR, and H&I) should attend the RSC meeting from 10:00 -11:00am. While each Area has various policies over this, NEFA Policy states that each Subcommittee must attend 4 of the 6 RSC meetings per year. This can be the Subcommittee Chair or any member within that Subcommittee. If the Subcommittee cannot attend, they should let their Area Vice Chair know (in advance) so they can attend in their absence. If no one from that Area can attend, it is helpful (but not required) that the Area's RCM sit in on the Subcommittee at the RSC to bring coordinate information to & from the Area & the RSC.

- **During the meeting:**

- RCMs should have an understanding of Regional Policy (found on line), Guide to Local Service, our Traditions, & a general understanding of Roberts Rules of Order. Regional Policy & your Area Policy may differ, so familiarize yourself ahead of time.
- RCM listens to the reports, asks questions, if necessary, & gets an understanding of what needs to be taken back to their Areas. You will summarize the info to your Area
- RCM should come prepared to take notes & able to carry this info back to the Area in a typed (not a rule, just a suggestion to type it), concise format. For help in report writing, there are many sites on line & within our Service books.
- RCM makes decisions: creates motions, votes, gives feedback, etc.
- Minutes are approved. Regional minutes are on line within 2 weeks of the RSC, so it is up to you to go on line & read them ahead of time so you can vote to approve or disapprove the minutes at the next RSC.
- VOTING: RCMs are given the "vote of confidence" from their Areas as they are elected into the position. It is up to the RCM to make decisions at Region & vote. If they feel they need feedback from their Areas, they can table the vote (see Regional Policy about Tabling). Not all items must go back to the Area to get their approval; that's the RCMs place to make that decision & not all votes need to go back to your Area. You are the trusted servant.
- MOTIONS: Only RCMs vote (not RCM II, who only votes in the absence of the RCM). RCMs have the right to present motions to the body (see Regional Policy about making Motions). Motion forms are with the Secretary & should be written prior to the RSC meeting. When reporting motions back to your Area, you should write the motion verbatim (word-for-

word), since some interpretations can be lost if you ad-lib. NEFA POLICY: Motion must be the exact wording, report the tally (for, against, abstentions) & how you (the RCM) voted.

Remember: You are voting for what your Area wants, not necessarily what you want.

- OLD MOTIONS: Any motion tabled from last ON-month should be voted for in Old Business, so be sure to get your Area's votes prior to coming to the next On-month's Regional meeting. If you do not have your Area's vote, you will be trusted to use your conscience for your Area. RCMs should stay until the meeting is over. There are many discussions throughout the meeting. If you have to leave early, it will be up to you to get the info you missed.

❖ **Off month:** on all odd numbered months:

- Regional is 2 hours long (currently 10:00 am to 12:00 pm) on the 2nd Saturday of the month at the NA Regional Service Center, Warwick Ave, Baltimore, MD.
- No RCM report is due to Region
- Notes are still taken & reports still go back to your Areas. NEFA: RCM II takes the notes & does the reports so to get a feel for the position.
- Donations are accepted at this time, as well (not just on-month)
- No motions or decision are done on off months; discussions only. On occasion there may be a 1-time motion that must be made. These are case-by-case decisions only.
- Topics are usually set at Region the prior month; however if there is something you need to present, let the Board know ahead of time if you can, or just bring it up at the meeting.
- Board, RD, RDA will still present their reports, subcommittees do not
- Subcommittees are not required to show up at off month

ABSENCE: If you cannot attend, it is up to you to advise your Area ahead of time of your intended absence & if you have an RCM II, they will go & vote, having full voting privileges you have. Each Area has different procedures when you are absent. In times that something comes up at the last minute, & your RCM II or Area Board members are not available, do your best to find an Area Representative to go in your place. If they are not an Area Board member (or RCM II) they should abstain from voting on motions. You can always get the minutes on Regional website within 2 weeks of the RSC meeting. You should still do your RCM report for your Area regardless of your absence.

FLYERS: Each RSC meeting may include a pile of event flyers for activities, etc. It is the RCMs responsibility to make copies & bring the piles back to their Areas. NEFA: I typically make 100 copies

of each. Use your judgment. If the event is coming up too soon, you may not have time to make a lot of copies.

RCM REPORT:

- RCM report should mirror what happened at Region. Your job is to summarize. Helpful to go in order of who spoke & then you won't miss anything. (Board reports, RD/RDA, Subcommittees, Treasurer, Old Biz, New Biz, Motions). No need to list the 10 RCM reports for each Area unless something that would affect all Areas or your Area specifically.
- Subcommittee's reports: You don't have to be too detailed on this to your Area since each Subcommittee should report that themselves on their reports to the Area.
- List all motions & decisions. Tallies are important here, showing if a motion was strongly felt. In some Areas it is a requirement to list the tally & your decision made.
- List upcoming events (I usually put mine at the bottom).
- List the NEXT RSC meeting
- NEFA: I attach one event flyer (per event) to my RCM reports in case all the flyers are taken. GSRs are then able to copy all event flyers for their home groups.
- Make enough copies for your Area as you typically expect at Area Service. NEFA: usually 40-45 copies & 1 flyer per report

RCMs should go to Regional Assemblies & other events as needed, which are on an "as-needed" basis. RCMs are expected to learn the C.A.R. (Conference Agenda Report), which is currently every 2 years, & distribute the information to their Areas, possibly having or encouraging learning days, & then tally each home group's response & give this back to the Region.

RCM II's are typically a 2-year commitment: 1 year in training & the next year as RCM.

Written by Helene Q, RCM NEFA

July 2018

Helene

What is a budget?

An estimate of costs, revenues, and resources over a specified period, reflecting a reading of future financial conditions and goals.

Read more: <http://www.businessdictionary.com/definition/budget.html>

Why do we create a budget?

One of the most important administrative tools, a budget serves also as a (1) plan of action for achieving quantified objectives, (2) standard for measuring performance, and (3) device for coping with foreseeable adverse situations.

What is the budget process?

The procedure by which an organization or individual creates and manages a financial plan. Within a larger business, the budget process is typically performed by managers who often obtain projected spending requirements and suggestions from their staff.

Read more: <http://www.businessdictionary.com/definition/budget-process.html>

What is a prudent reserve? And why do we have one?

A prudent reserve is an amount of money put aside for use in extraordinary circumstances. It is not held for use in normal circumstances.

Where do you start with a budget?

You begin by reviewing income and expenses for a specific period of time, in our case we have information for the last two years. The information that was pulled together began September 2016 and ended August 2018. This gives us enough data to review in order to make more informed decisions about what needs to be the minimum in our budget going forward.

INCOME: DONATIONS

When looking at the donations for the years below, you need to ask several questions.

- 1) What is the difference between the 2 years?
- 2) Why is there a difference? Did something specific happen? If so, what was it?
- 3) If nothing specific happened, the donations increased by what percentage?
- 4) Can we project for this coming year the same amount of donations? If so why or why not?
- 5) If there were special circumstances that contributed to the increase, we should not count on that to happen again.

AREA	2016-2017		2017-2018	
	Donation	Phoneline	Donation	Phoneline
Baltimore	\$ 1,100.00	\$ 780.00	\$ 4,370.94	\$ 845.00
Bay	\$ 1,275.12	\$ 600.00	\$ 10,125.90	\$ 720.00
Delmarva	\$ 170.22	\$ 136.00	\$ 1,865.07	\$ 221.00
East of the Bay	\$ 589.98	\$ 204.00	\$ 4,456.99	\$ 204.00
N.E. Freedom	\$ 3,640.00	\$ 600.00	\$ 6,140.00	\$ 660.00
Northwest	\$ 2,537.95	\$ 272.00	\$ 405.18	\$ 187.00
Ocean Gateway	\$ -	\$ -	\$ 12,118.75	\$ 204.00
Small Wonder	\$ 215.50	\$ 87.00	\$ 13.00	\$ 17.00
Susquehanna	\$ 30.12	\$ 300.00	\$ 5,879.49	\$ 300.00
Westside	\$ 2,396.12	\$ 660.00	\$ 4,187.64	\$ 770.00
Other Miscellaneous				\$ 3,639.40
Subtotals Category	\$ 11,955.01	\$ 3,639.00	\$ 49,562.96	\$ 7,767.40
TOTAL by Year	\$	15,594.01	\$	57,330.36

EXPENSES: WHERE DID THE MONEY GO?

When reviewing expenses, please ask the following questions:

- 1) What are the expenses that happen every month?
 - a. Phone line payment
 - b. Rent for regional meetings
 - c. Web Administrator – bi-monthly
- 2) Were there any extraordinary expenses? Those that do not normally happen.
- 3) Did we send funds to the WSO?
- 4) Do the subcommittees need support from the region? There is only a small amount noted in the policy under finances for the subcommittees.

The basic budget items should be included when considering the prudent reserve.

BUDGET ITEM	2017-18	2016-17
Donation to World	\$ 25,400.00	\$ 868.85
Phoneline Subcommittee	\$ 86.43	
Public Relations Subcommittee	\$ 32.33	\$ 199.27
RD Travel	\$ 1,905.56	\$ 2,525.34
Regional Assembly	\$ 587.66	\$ 1,842.57
Regional Meeting Rent	\$ 3,932.34	\$ 3,600.00
Regional Phone Line	\$ 3,611.26	\$ 3,611.16
Supplies and/or copies	\$ 97.27	\$ 364.66
Web Administrator & Hosting	\$ 2,271.86	\$ 2,857.35
TOTAL	\$ 37,924.71	\$ 15,869.20

In reviewing the expenses, you can see the consistent amounts for regional meeting rent, payment for the regional phone line and the costs for the website administration.

Note the change in Regional Assembly category. The region changed the policy to have all regional meetings at the service center, which created a savings of \$1,200.

The RD travel category is for actual costs, they are approved to go the Zonal forum. There is no specific cap amount for their travel. Questions to consider, how many zonal meetings happen during the year? Is there a way to project the costs based the location of the meetings?

There is a policy for a regional assembly to happen twice a year. Is this still the policy?

There is a policy for a literature learning day (workshop). When was the last one? Is there one planned?

In service,
Shelley L.
Phone: 443.721.8163

Free State Regional Ad-hoc Committee on Budget
 The following are budget items that are currently in Policy.
 November 10, 2018

BUDGET ITEM	Amount	Times/year	Annual Amount
Service Center (Rent)	\$ 350.00	12	\$ 4,200.00
Phone Line	\$ 316.42	12	\$ 3,797.04
H&I Cash	\$ 50.00	12	\$ 600.00
Literature Workshops	\$ 300.00	2	\$ 600.00
Regional Assemblies	\$ 400.00	2	\$ 800.00
Public Relations	\$ 50.00	12	\$ 600.00
RDA Reserve for World	\$ 1,500.00	1	\$ 1,500.00
	\$ -		\$ -
Website Hosting	\$ 16.00	12	\$ 192.00
Domain Name Annual	\$ -		\$ -
Web Administrator	\$ 15.00	180	\$ 2,700.00
Web Administrator Travel	\$ 20.00	12	\$ 240.00
			\$ -
TRAVEL for Regional Representation			\$ -
RD & RDA - Zonal			\$ -
Federal Mileage Rate			\$ -
Airfare, hotel			\$ -
Per Diem @ \$55/day			\$ -
			<u>\$ 15,229.04</u>

FREE STATE REGION OF
NARCOTICS ANONYMOUS
RCM REPORT FORM

DATE: 11-10-18

AREA NAME: Les M

NUMBER OF MEETINGS: 53

NUMBER OF H&I MEETINGS: 2 Per Month.

ASC MAILING ADDRESS: P.O. Box 5929
Wilmington DE 19808

RCM 1 INFORMATION:

NAME: Les M

ADDRESS: 346 Merldale Dr
Middle Town DE 19209

PHONE: 215 783 6798

E-MAIL: LCM46@verizon.net

RCM 2 INFORMATION:

NAME: _____

ADDRESS: _____

PHONE: _____

E-MAIL: _____

ACS CHAIR: Aaron

ASC SUBCOMMITTEES: H&I, PR, convention, Web, Policy,

DONATION TO RSC: \$196.00 + 129.00 for year PPhone line

ANNOUNCEMENTS:

FREE STATE REGION OF
NARCOTICS ANONYMOUS
RCM REPORT FORM

DATE: 11/10/18

AREA NAME: Northwest

NUMBER OF MEETINGS: 24

NUMBER OF GROUPS: 24

NUMBER OF H&I MEETINGS: _____

ASC MAILING ADDRESS: _____

RCM 1 INFORMATION:

NAME: John P

ADDRESS: _____

PHONE: 410 215 2228

E-MAIL: john.purcell.3rd@gmail.com

ACS CHAIR: Casey S

ASC SUBCOMMITTEES: Web = Howard S; Special Events = Anna C; H&I = Shawn C;
PR = Vacant; Treasurer Dawn M

DONATION TO RSC: Ø

ANNOUNCEMENTS:

Free! Bingo Night 12/8/18 12:30 PM-3PM
mt zion = 3006 Old Westminster Pike
Finksburg, MD 21048

RCM 2 INFORMATION:

NAME: _____

ADDRESS: VACANT

PHONE: _____

E-MAIL: _____

PR - Website Transition Plan

Task Mo Task Name

Website Transition to Public Relations

Short Term

- Recruit Webteam members
- Evaluate website and identify improvement/change
- Establish hosting service for testing
- Install Word Press, Word Fence security feature
- Copy website content to testing site
- Review content for modifications
- Validate changes, installs, maintenance, backup
- Train Webteam members
- Establish appropriate permissions and rights
- Develop/modify internal guidelines
- Move website online

Long Term/Enhancements

- Centralize updating/printing of regional meeting schedules
- Provide training in updating online meeting schedules
- Provide training for posting of regional info, minutes, policies
- Develop statewide meeting list for online posting
- Enhance professional page
- Create 'Help Wanted' page
- Create Local Service Resources (Toolkit)
- Install 'YAP' for texting meeting location to phones
- Install 'Bread' for creating paper meeting schedule from BMLT
- Install 'Event Timely' to pull events from areas website

Duration	Start	Finish
261 days	August 02, 2018	August 01, 2019

107 days?	August 02, 2018	December 28, 2018
44 days?	August 02, 2018	October 02, 2018
25 days?	August 02, 2018	September 05, 2018
1 day?	September 05, 2018	September 05, 2018
1 day?	September 12, 2018	September 12, 2018
	September 15, 2018	

153 days?	January 02, 2019	August 02, 2019
-----------	------------------	-----------------

9/13
T W T F S S N

Amendment
 PR Report
 Craig
 *Website Transition Plan



Free State Region of
Narcotics Anonymous
Motion Form

Maker: Craig R
PR Chairperson

Second: John P
RCM NORTHWEST AREA

Motion:
To approve new internal guidelines
for the PR subcommittee.
They have been reviewed and approved by
each area PR subcommittee chairperson

Intent:
To provide current internal guidelines

Financial Impact:

DO NOT WRITE BELOW THIS LINE

Date: 10/13/2018 Tabled Until: _____

Policy Motion? Yes No (Circle One)

Accepted by: Larry A

For: 8 Against: 0 Abstain: 0

Pass Fail Withdrawn Out of Order (Circle One)

#1



**Free State Region of
Narcotics Anonymous
Motion Form**

Maker: Craig R
PR chairperson

Second: John P Northwest Area RCM

Motion:

To allocate \$200 to the Public Relations subcommittee budget

Intent:

To have the ability and resources to purchase PR materials for presentations

Financial Impact:

DO NOT WRITE BELOW THIS LINE

Date: 10/13/18 Tabled Until: _____

Policy Motion? Yes No (Circle One)

Accepted by: Larry Qi

For: 8 Against: 0 Abstain: 0

Pass Fail Withdrawn Out of Order (Circle One)

2



**Free State Region of
Narcotics Anonymous
Motion Form**

Maker: Trisha C RJ Second: John P NW

Motion: For the region to host and fund the Narcotics Anonymous Zonal Forum once every 3 years

Intent: To provide time and funds for the region to participate in the Zonal Forum in rotation with the other regions

Financial Impact: To be determined up to \$1500⁰⁰

DO NOT WRITE BELOW THIS LINE

Date: 10/13/2018 Tabled Until: _____

Policy Motion? Yes No (Circle One)

Accepted by: Larry R

For: _____ Against: _____ Abstain: _____

Pass Fail Withdrawn Out of Order (Circle One)

#3



**Free State Region of
Narcotics Anonymous
Motion Form**

Maker: NEFA RCM Second: John P
NWA

Motion: RCMS to 1
Ask Areas to ask Home Groups if
they want to continue FSRCA.

Intent: Find out if our efforts are in fact
service of the conscience of our region.

Financial Impact: 0

DO NOT WRITE BELOW THIS LINE

Date: 10/13/18 Tabled Until: _____

Policy Motion? Yes No (Circle One)

Accepted by: _____

For: _____ Against: _____ Abstain: _____

Pass Fail Withdrawn Out of Order (Circle One)
#4



**Free State Region of
Narcotics Anonymous
Motion Form**

Maker: NEFA

Second: Susquehanna

Motion:

~~TO DISPAIR THE FREE STATE REGIONAL~~
~~CONVENTION COMMITTEE.~~
To discontinue the Free state Regional Convention

Intent:

~~TO STOP BEATING A DEAD HORSE.~~
Due to lack of support

Financial Impact:

?

DO NOT WRITE BELOW THIS LINE

Date: 10/13/2018

Tabled Until: 12/2018

Policy Motion? Yes No (Circle One)

Accepted by: _____

For: _____ Against: _____ Abstain: _____

Pass Fail Withdrawn Out of Order (Circle One)



Autonomy Zonal Forum

Relationships Within Our Fellowship

Hosted by Free State Region of Narcotics Anonymous

The Autonomy Zonal Forum (AZF) provides an opportunity for members to share and discuss matters that affect our fellowship. This event will feature speakers, workshops, speed sharing, food and entertainment. Relationships are the meat, potatoes and dessert of life!! All NA members are welcomed and invited to attend!!!

January 26th and 27th 2019

Sat 11 AM - 10 PM Workshops

Sun 9 AM - 2 PM AZF Meeting

Ferndale United Methodist Church
117 Ferndale Road, Glen Burnie Maryland 21061



Hotels Nearby: Country Inn/Suites, Fairfield Inn/Suites, Homewood Suites, LA Quinta Inn, Extended Stay America, Microtel Inn

Contacts: Tricia C 443.517.9338, Christian B 443.603.4373, Craig R 919.618.7771